



Department of Corrections
ADMINISTRATIVE BULLETIN

Subject: CAMP AND LEVEL I
MINIMUM SUPPORT FACILITY
PLACEMENT CRITERIA

Number:

91/27 AMENDED

Date Issued: September 10, 1991

Amended: March 10, 1992

Cancelled Effective:

N/A

This bulletin is to announce the amended criteria for the placement of inmates in camps and Level I minimum support facilities (MSF). This criteria will be implemented immediately to identify eligible inmates for placement.

Any reference to time to serve will assume that all possible time reduction credits which can now or in the future be applied will be taken into consideration. The best scenario for the earliest release date will be estimated.

Criteria for determining eligibility/ineligibility for placement of inmates in camp and Level I MSF are distinguished in the following three categories:

- ELIGIBLE:** Inmates falling into this category are eligible for camp or Level I MSF placement unless criterion in another category precludes placement.
- INELIGIBLE:** Inmates in this category are not eligible for placement consideration in a camp or Level I MSF.
- CASE-BY-CASE:** Inmates in this category may be considered for placement in a camp or Level I MSF on a case-by-case basis at the discretion of the Warden or designee.

The attached chart delineates the critical case factors present to determine eligibility/ineligibility. A case endorsed by a Classification Staff Representative (CSR) for camp or a Level I MSF, which meets the eligible category criteria, and is subsequently rejected for such placement by the receiving institution, will be resubmitted to the CSR for alternate endorsement review within 30 days of the rejection. The CSR referral will specifically identify the case factor(s) which justifies inability. If the CSR determines that the classification/administrator action is based on factors not included in authorized criteria, the case will be referred to the Chief Deputy Warden (CDW) for review. If the CDW concludes that the reason for rejection for placement is because of a different interpretation of approved criteria, the case will be resolved through established procedures.



Department of Corrections
ADMINISTRATIVE BULLETIN

**Subject: CAMP AND LEVEL I
MINIMUM SUPPORT FACILITY
PLACEMENT CRITERIA**

Number:

91/27 AMENDED

Date Issued: September 10, 1991

Amended: March 10, 1992

Cancelled Effective:

N/A

- 2 -

On occasion, a case will require additional information by a classification committee prior to camp/MSF; referral. In those cases, if the reason for deferral is:

1. Need for a current QHY/CI&I;
2. Need for reports explaining the circumstances of an arrest which has a disposition reflected on the QHY/CI&I;
3. Need for arrest disposition/DA referral relating to a possible felony hold;

New the case will be referred to a CSR within 60 day of the classification deferral. At that time, the CSR may act to grant an additional 30-day extension or endorse the inmate for alternate placement.

New In cases referred for intrafacility placement at a camp/MSF via C&PR/CSR endorsement, and the classification committee defers the approval, the case will be submitted to the CSR within 45 days of the deferral.

New In all cases when a classification committee defers or rejects camp/MSF placement, a preprinted, fill-in-the-blank CSR referral chrono will be prepared in order to avoid delays in the referral process.

The Chief of Classification Services is responsible for monitoring this placement process.

Please inform all persons concerned of the contents of this bulletin which shall remain in effect until incorporated into the appropriate section of the Department's Operations Manual. Please direct any inquiries regarding this bulletin to Diana K. Butler, Chief, Classification Services Unit, at (916) 322-2544 or ATSS 492-2544.

JAMES H. GOMEZ
Director of Corrections

Attachment